

UvA Faculty of Social and Behavioural Sciences

Process for enrolling in off-campus courses

Students who would like to enroll in an off-campus course at the UvA's Faculty of Social and Behavioural Sciences must ensure they meet the entry requirements. Usually, the entry requirements listed in Glass are difficult to meet for AUC students, because such requirements are very specific. If you do not meet the requirements, you cannot enroll through Glass. If you think you can demonstrate that you possess the required knowledge or skills, for example based on courses previously completed at AUC, you can do the following:

1. Find the Examinations Board (in Dutch: examencommissie) of the Bachelor programme in which the off-campus course is positioned. You can find the relevant Examinations Board on this website:
<https://student.uva.nl/en/information/examinations-board>
2. Request an exemption from the entry requirement(s) and provide relevant information to demonstrate your pre-existing knowledge or skills. You find the request forms at the bottom of the webpage.

You must ensure to submit a request well in advance of course registration, because the Examinations Board has a response time of 6 weeks. Without an approved exemption request, you cannot enroll in an off-campus course at the UvA Faculty of Social and Behavioural Sciences. Enrollment outside of regular course registration periods is not permitted.

3. If your request to the Examinations Board is approved, you must contact the programme's study advisor via e-mail to enable registration in Glass. Please note that registration is not the same as enrollment. It is possible that due to space limitations you will not receive a seat in your preferred off-campus course. This will be confirmed after course registration in Glass has closed and the algorithm has run.